

BUDGET & FISCAL AFFAIRS COMMITTEE



CORE SERVICES PRESENTATION
October 16, 2014

FY2015





SUMMARY OF KEY PROCESSES



Key Product (p)/Service (s)	Key Processes/Activities	Key Process Management Responsibility				
Water (p)	Treat and Distribute water	Deputy Director, Public Utilities				
	Treat and distribute water					
	Maintain treatment and distribution assets					
Wastewater Services (s)	Collect and Treat wastewater	Deputy Director, Public Utilities				
	Collect and treat wastewater					
	Maintain collection and treatment assets					
Utility Customer Services (s)	Issue and Collect utility bills	Deputy Director, Resource Management				
	Provide and maintain metering devices and system					
	Assist account holders for bill payment					
Drainage (s)	Collect and Discharge stormwater	Deputy Director, Streets & Drainage				
	Own/operate drainage system (incl/complying with permit)					
	Maintain storm sewers					
	Maintain drainage ditches					



SUMMARY OF KEY PROCESSES CONTINUED



Key Product (p)/Service (s)	Key Processes/Activities	Key Process Management Responsibility
Street (p)	Provide and Maintain mobility improvements	Deputy Director, Street & Drainage
	Own/operate pavements	
	Maintain pavements	
Traffic Controls (s)	Provide traffic regulation	Deputy Director, Traffic Operations
	Operate traffic systems	
	Maintain traffic systems	
	Establish & Enforce development records and	Deputy Director, Planning and Development
Development Services (s)	standards	Services
	Maintain, administer and enforce building and sign codes	
	Approve private construction within the public ROW	
	Assure commercial habitability and neighborhood	
	Maintain standards and records for public infrastructure	
New/replacement infrastructure		Deputy Director, Engineering &
(p)	Deliver capital projects	Construction
	Plan, program and coordinate capital projects	
	Manage design of capital projects	



PWE CORE SERVICES MATRIX



(amounts expressed in millions)

					Ma	rk w			
Activities by Key Process	Annual Projected Personnel Cost	Annual Projected Supplies/ Services Cost	Total Annual Cost	Annual Projected FTEs	Mandated	Direct Service	Administrative	Funds	Impact of Reduction or Elimination
Treat & Distribute water									
Treat & distribute water	\$33.2	\$112.3	\$151.5	393.5	X	X		8300 & 8305	
Maintain treatment and distribution assets	\$31.3	\$26.7	\$63.9	404.7		X		8300 & 8305	Would lead to potentially unsafe water and fines for non-compliance with TCEQ/EPA regulations.
Collect & Treat wastewater									
Collect & treat wastewater	\$49.2	\$84.2	\$138.0	593.3	Х	Χ		8300 & 8305	Would lead to excursions, potential public health
Maintain collection and treatment assets	\$26.7	\$20.3	\$51.6	353.3		Х		8300 & 8305	issues and fines for non-compliance with TCEQ/EPA regulations.
Issue & Collect utility bills									
Provide and maintain metering devices and system	\$14.6	\$10.7	\$28.3	183.7		X		8300 & 8305	
Assist account holders for bill payment	\$20.6	\$15.4	\$36.6	276.7	Х	X		2310, 8300 & 8305	A reduction in customer service and a reduction in revenue collections which would require higher rates.



PWE CORE SERVICES MATRIX



(amounts expressed in millions)

			() if applicable.						
Activities by Key Process	Annual Projected Personnel Cost	Annual Projected Supplies/ Services Cost	Total Annual Cost	Annual Projected FTEs	Mandated	Direct Service	Administrative	Fund	Impact of Reduction or Elimination
Collect & Discharge stormwater									
Own/operate drainage system (incl/complying with permit)	\$6.5	\$8.4	\$15.3	92.3	X	X		2302 & 2310	
Maintain storm sewers	\$8.6	\$4.2	\$14.6	132.1		Χ		2302	More flooding of homes, loss of commercial, personal and public property from floods, and potential fines for stormwater
Maintain drainage ditches	\$8.8	\$4.6	\$14.7	159.3		Χ		2302	quality violations.
Provide & Maintain mobility improvements									
Own/operate pavements	\$1.6	\$2.0	\$3.6	20.6	X	Х		2310	Streets would further deteriorate causing damage to vehicles and unsafe conditions for citizens, commercial vehicles and
Maintain pavements	\$16.1	\$22.5	\$42.0	275.6		Χ		2310	emergency vehicles
Provide traffic regulation									
Operate traffic systems	\$3.7	\$36.6	\$40.4	44.2	X	Х		1000, 1001, 2310 & 2402	Traffic signals would more frequently fail around the city subjecting all vehicular and pedestrian traffic to dangerous
Maintain traffic systems	\$12.8	\$5.6	\$19.5	156.8		Х		1000 & 2310	conditions and accidents



PWE CORE SERVICES MATRIX



(amounts expressed in millions)

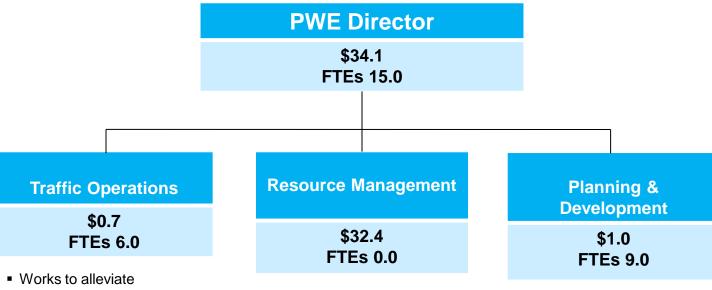
	Mark with (X) if applicable.												
Activities by Key Process	Annual Projected Personnel Cost	Annual Projected Supplies/ Services Cost	Total Annual Cost	Annual Projected FTEs	Mandated	Direct Service	Administrative	Funds	Impact of Reduction or Elimination				
Establish & Enforce development records and standards													
Maintain, administer and enforce building and sign codes	\$46.8	\$15.2	\$65.1	522.9	X	X		2301, 8300 & 8305	Reductions would cause delays in permitting which would leat to a decline in commercial expansions. Reductions in sign administration would lead to a loss in revenue and visual blighter.				
Review, approve and inspect private construction within the public ROW	\$8.5	\$2.4	\$12.1	87.3	х	х		1000 & 2301	Reductions would also cause delays in joint referral process in the General Fund thus leading to a loss in revenue from the sale of streets and easements.				
Assure commercial habitability and neighborhood protection	\$2.2	\$1.9	\$5.2	24.8	х	х		2301	Would lead to less compliance and more unsafe conditions for apartment dwellers.				
Maintain standards and records for public infrastructure	\$1.3	\$0.6	\$1.9	11.3	х	х		1001	Would lead to slower updates to standards and a loss of timely access to needed information about current infrastructure				
Deliver capital projects													
Plan, program and coordinate capital projects	\$8.8	\$2.0	\$10.9	83.6	Х	Х		1001, 2310, 8300 & 8305					
Manage design of capital projects	\$13.3	\$3.5	\$17.0	122.4	Х	X		1001, 2310 & 8300	Would lead to a deterioration in our infrastructure that would cost more to fix in the long term. Also would lead to sewer				
Manage construction of capital projects	\$14.5	\$3.6	\$18.3	146.4	х	X		1001, 2310, 8300 & 8305	excursions, potential loss of water to some locations due to breaks, unsafe streets, more flooding, etc.				
Total All Activities	<u> </u>	\$382.7	\$750.5	4,084.8				2300 2.0000	6				



PUBLIC WORKS & ENGINEERING DEPARTMENT GENERAL FUND



(amounts expressed in millions)



 Works to alleviate traffic congestion resulting from malfunctioning traffic signals, accidents and other mobility issues throughout the city during peak periods

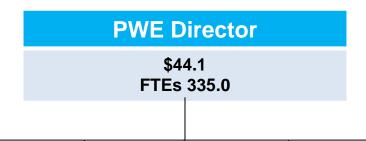
 Accounts for electricity, debt service and other costs Responsible for processing the sale of streets, alleys and easements through the Joint Referral Committee



PUBLIC WORKS & ENGINEERING DEPARTMENT PROJECT COST RECOVERY



(amounts expressed in millions)



Traffic Operations

\$0.2 FTEs 2.0

 Manages and analyzes traffic calming plans to support the Neighborhood Traffic Management Program

Director's Office

\$0.8 FTEs 0.0

 Administers the City's M/W/DBE and Disabilities Business Enterprise Program (PDBE)

Resource Management

\$3.0 FTEs 16.0

 Processes pay estimates and project reimbursement.
 Monitors/accounts for CIP related revenues/grants/budget

Planning & Development

\$7.5 FTEs 56.4

 Prepares long term 10year planning goals for City's infrastructure improvement. Acquires land in support of CIP projects

Engineering & Construction

\$31.4 FTEs 255.6

 Implements the engineering and construction of infrastructure projects per the City's adopted five-year CIP plan

Information Technology

\$1.2 FTEs 5.0

 Provides and maintains technology solutions to support the CIP process

Management Support

\$.03 FTEs 0.0

 Provides funding for the Building Inspection bi-weekly payroll function



PUBLIC WORKS & ENGINEERING DEPARTMENT BUILDING INSPECTION FUND



(amounts expressed in millions)



Planning & Development

\$66.2 FTEs 567.0

 Assures the safety, usability, sustainability and enforcement role in the full private built environment, in the most customer service manner possible. The division is also responsible for quality of life and public safety by facilitating sustainable development

Information Technology

\$10.8 FTEs 16.8

 Provides and maintains technology solutions to support this function, maintaining high availability, prompt response, data accuracy and integrity to serve the users

Management Support

\$0.04 FTEs 0.0

 Provides funding for the Building Inspection bi-weekly payroll function



PUBLIC WORKS & ENGINEERING DEPARTMENT STORMWATER FUND



(amounts expressed in millions)



\$56.2 FTEs 364.9

Streets & Drainage

\$39.9 FTEs 359.9

 De-silts, re-grades and establishes proper elevations in roadside ditches. Cleans and flushes culverts

Resource Management

\$15.5 FTEs 0.0

 Manages payment of the principal and interest on stormwater debt and pension obligation bond debt

Information Technology

\$0.5 FTEs 1.0

 Provides support and maintenance of software and hardware used for the Storm Water maintenance operations

Management Support

\$0.3 FTEs 4.0

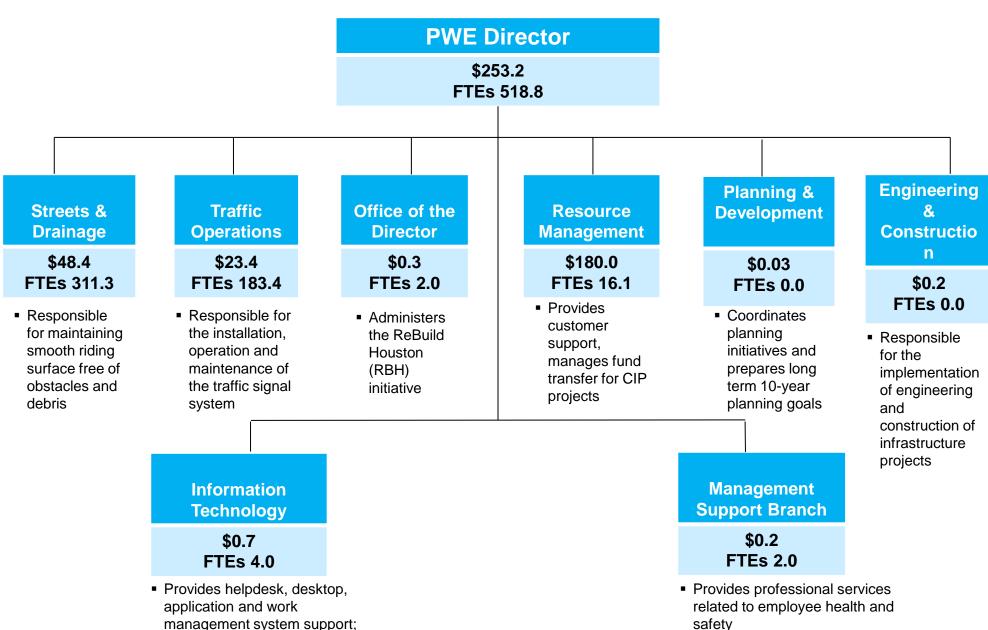
 Provides Federal and State mandated training relating to various safety practices. Provides safety awareness initiatives and acts as liaison between divisions, state and local regulatory agencies



PUBLIC WORKS & ENGINEERING DEPARTMENT DEDICATED DRAINAGE & STREET RENEWAL FUND



(amounts expressed in millions)



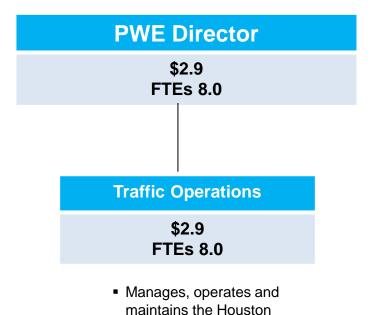
along with other systems support



PUBLIC WORKS & ENGINEERING DEPARTMENT HOUSTON TRANSTAR



(amounts expressed in millions)



TranStar Center



PUBLIC WORKS & ENGINEERING DEPARTMENT COMBINED UTILITY SYSTEM



(amounts expressed in millions)



\$1.416.6 FTEs 2,259.3

Public Utilities

\$338.2 FTEs 1,541.4

Produces and supplies potable drinking water. Treats domestic/industrial wastewater. **Meet** regulatory requirements.

Director's Office

\$2.8 **FTEs 24.0**

Provides oversight in the daily operation of the PWE Department. Manages the utilization of small and minority businesses

Resource **Management**

\$1,037.3 FTEs 469.6

Monitors the department's financial and accounting activities. Reads and maintains customers' water/sewer meters and bills water/sewer/drainage customers

Planning & Development

\$7.8 **FTEs 70.1**

Plans long range improvements for the City's water and wastewater infrastructure. Manages utility system capacity, impact fee administration

Information Technology

\$17.8 **FTEs 73.7**

■ Implements, installs, configures, supports, and maintains PWE computer hardware, software. telecommunication. SCADA, WIMAX network, and security systems

Provides support in the areas of Safety, Security, Workers' Compensation, Records Management, Performance Development, Internal Review

Management Support

\$12.5 **FTEs 80.5**

Engineering & Construction

\$0.2 **FTEs 0.0** Engineering & Construction

• Funding for Fleet for



CORE SERVICE EXPENDITURE RECONCILIATION



(amounts expressed in thousands)

Description	Ar	nount	Balance		
Total PWE FY15 Expenditure Budget to be Published			\$	1,884,229	
Less: Interfund Transfer (in Budget twice)					
CUS transfer to Stormwater (8305 - 2302)	\$	42,002			
CUS transfer between CUS funds	\$	390,117			
DDSRF transfer to Stormwater (2310 - 2302)	\$	14,012			
Project Cost Recovery and DDSRF (1001 & 2310) transfer to CUS	\$	827			
Subtotal of total Interfund Transfer	\$	446,958	_		
Total PWE FY15 Expenditure w/o PWE Interfund Transfer	,		\$	1,437,271	
Less: Non-O&M Expenses/Duplicate expenses					
CUS Debt Service	\$	440,249			
Drainage Debt Service	\$	14,807			
CUS pay-as-you-go funding for Capital Projects	\$	65,000			
DDSRF pay-as-you-go funding for Capital Projects	\$	162,347			
611 Walker Building Maintenance	_\$	4,337	_		
Subtotal of non-O&M expenses/duplicate expenses	\$	686,740	_		
Total Core Service Expenditures			\$	750,531	



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